

Publication Policy for Charutar Arogya Mandal faculty and students:

Payment for Publication in Open Access Journals or Open Access method in traditional journals:

Open access journals require payment of fees for publication of accepted papers. The open access movement varies from poor grey journals, which have extreme unethical policies to very highly acclaimed journals such as BMJ Open, Biomed Central Journals, etc.

Once a manuscript is completed the author team can decide to submit to various journals depending upon agreement among authors. However, the PI of the proposal will make the final decision of submission. Ideally a list of journals should be agreed upon. As manuscripts can be rejected and extensive changes may occur in the substance and title of the manuscript, it may be good to have a general idea of journals that the article may be submitted to.

Some of these journals may be open access journals. The issue of open access funding by the institute was deliberated in the governing body meeting and it was decided that the institute will not fund unless there is funding available from the project that the carried out. The institute may, in exceptional cases, decide to fund out of institutional funds but this would be occasional and not guaranteed. Thus, the funding will need to be generated from within the authors.

The publication fees vary from Rs 6000 in a PubMed indexed journal with no impact factor to Rs 3,36,000 (\$5000) in high impact factor journals. The author list can also vary in the institution from tutor cadre to professor cadre and may include undergraduate students and postgraduate students. There may also be authors from outside the institute in multi institutional collaboration. There may be also varying need of the authors to publish with some requiring publication for jobs or promotion. Considering the number of variables, it is difficult to institute a flat policy on payment responsibilities of various authors.

The group agrees that the payment of money should not change the number and sequence of authors as this has been decided when the manuscript was completed. The consideration of money with a fixed institutional policy may give rise to unfair demands of

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money to those who may not be in a position to pay. Any manuscript that is being published in an Open Access journal that is not indexed in PubMed or Pubmed Central with a requirement for payment needs to be approved by the research group, prior to submission. Non adherence to this policy will result in ineligibility of institutional funding for a period of five years from the publication of the manuscript for all authors involved in it.

If any author is not in a position to pay then the rest of the authors who can put up the money can pay it amongst themselves and the quantum of money that is paid can be variable. Under any circumstances, the author who is not in a position to pay should not be pressurized to be excused or excluded from the author list.

Institutional Funding may be made available with the following caveats.

- 1) If the study was conducted under a grant made by any external agency and the Principal Investigator has funds available from the research grants, then the grant money can be used for complete funding of the open access journals without contribution from the authors. The journal that is being published SHOULD BE CURRENTLY INDEXED in PubMed or PubMed Central. In case the Journal is New but from a reputed publishing house such as the Lancet, the BMJ, Nature, BMC Journals, Frontiers or Hindawi and not indexed in PubMed or PubMed Central then also the funding can be complete (provided grant money is available from research grant). Other publishing group will be considered by the research group if appropriate evidence is given. The grant money may be forthcoming from research grants of ICMR, UMASS or even Clinical Trial grants.
- 2) If the publishing author team has no access to grants (as they may have not done funded research) then the institute will fund 50% of the publishing fee with the rest of the fees being contributed by the authors (not necessarily equally). It is suggested that authors don't apply for fees less than Rs 10000. This will not apply if the author has another accepted manuscript without any fees that same year. In other words if

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author has five manuscripts accepted for publication that year without funding they can get funding for another five manuscripts from the institution (for sums of Rs 10000 per manuscript) wholly contributed by the institution.

- 3) Any author publishing six manuscripts that are indexed in PubMed or PubMed central in the preceding year will be funded the entire amount from the Institution in the subsequent year for an open access publication. The manuscripts published may have or have not been funded by the institution. The same privilege will be available to authors publishing three or more manuscripts in PubMed or PubMed central indexed journals of five-year Impact factor of more than 1. In case there are Six manuscripts published in journals of Impact factor more than 1 (every manuscript), then two manuscripts will be eligible for full-fledged funding. If manuscript have been published in higher impact factor journals decision may be taken by research group for further funding.

The process for application will be as follows.

The corresponding author (may not be PI) submits the application to the Manager, Central Research Services who will submit it to the Chairman, Research Group. This will be discussed within the research group and response will be provided within 12 working days. Response will be from Chairman, Research group to the corresponding author. The communication may be by email, but at the end, a hard copy needs to be submitted for record purposes.